

APPROVED



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

Regular Board Meeting

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#### Date and Time

Wednesday January 15, 2025 at 5:30 PM

#### Location

To attend this meeting in person go to:

698 W Main Street  
El Cajon, CA 92020

To attend this meeting remotely:

Join Zoom Meeting

<https://us02web.zoom.us/j/82824105333?pwd=Yy0HNqgSCO7wJ8b4yx9MLvMQVgtRbJ.1>

Meeting ID: 828 2410 5333

Passcode: azYJy1

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Literacy First Charter Schools exists to nurture the whole child from kindergarten through high school graduation by igniting a passion for comprehensive Literacy and equipping our students to wholeheartedly participate in their community.

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#### Trustees Present

B. Johnson, J. Lewis, K. Evans, M. Simone, P. Schreiber

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**Trustees Absent**

None

**Guests Present**

D. Beyer, L. Amorteguy, S. Robinson

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

K. Evans called a meeting of the board of trustees of Literacy First Charter Schools to order on Wednesday Jan 15, 2025 at 5:35 PM.

**C. Flag Salute**

**D. Minutes from the December 11, 2024 Board Meeting**

J. Lewis made a motion to Approve the minutes from December 11th 2024 Regular Board Meeting Literacy First Charter School Board of Trustees on 12-11-24.

P. Schreiber seconded the motion.

The board **VOTED** unanimously to approve the motion.

**E. Current Agenda**

B. Johnson made a motion to Approve Current Board Agenda for the January 15th 2024 Regular Board Meeting.

P. Schreiber seconded the motion.

The board **VOTED** unanimously to approve the motion.

**F. Public Comment on Agenda Items**

None

**G. Public Comment on Non-Agenda Items**

None

**II. Executive Director's Report**

**A. School Events, Program, and Staffing Updates**

Debbie Beyer, CEO, shared the current attendance report, the upcoming calendar of events for each campus.

**B.**

### **Back Office Staff and Office Managers**

Debbie Beyer introduced the Office Staff, Office Managers, and Back Office staff.

### **C. 2023-24 CAASPP Testing Data**

Jamie Robinson provided the board information on 2023-24 CAASPP testing data.

### **D. PLEF**

Heather Beyer provided the board information on the Patriot Legacy Education Foundation.

### **E. 2024-25 LFCS History Reframing**

John Luzzi provided the board information on this year's initiative to reframe how LFCS approaches and teaches history.

### **F. WASC**

John Luzzi provided the board information on the high school's current WASC Self-Study and upcoming site visit April 2025, in order to keep its WASC accreditation. Mr. Luzzi

provided the board with a draft of the 2024-25 LCHS WASC Self-Study Report. No vote was required.

## **III. Chief Business Officer's Report**

### **A. Current Financial Report**

Steve Robinson, CBO, shared the school's financials as of 12.31.24.

### **B. Contracts and Large Purchases Notifications**

Steve Robinson, CBO, shared the following contracts and large purchases.

A&B Air Conditioning and Heating: Replace two HVAC systems at LCHS over Christmas break: \$17,750.

La Mesa Flooring: Carpet replacement at the Junior Academy: \$20,193.61

La Mesa Flooring: Carpet order for Liberty Academy: \$41,283.36

The Grass Doctor: turf and stair project at the Junior Academy: \$60,730.

Precision Striping: JA Left Turn Lane on Bradley: \$9,500.

Alpine Fence: Replace old wooden fences with chain link and vinyl fences along the

west property line and along the north/south property line with the neighbor to our immediate north.: \$26,300.

### **C. Facilities Report**

Steve Robinson, CBO, shared the following facilities report on all LFCS campus'

LCCHS Alpine: The district agreed to credit us the \$20,040 for the solar repairs needed to get the system running at capacity again. As of 12.28.24, the system is working at capacity again. The new canopy and exercise equipment are the next steps in the weight room project The two HVAC units were replaced over Christmas break. Cloud based phone system infrastructure work scheduled for the end of June and installation in July.

Junior Academy: The permit for the installation of the left hand turn lane and "no blocking" signs on Bradley per the new CUP is in its final stage. Precision Striping will be the contractor for \$9,500 (low bid). Fences along the west side of the property and along property line of the immediate neighbor to the north are scheduled to be replaced by Alpine Fence for \$26,300 (vinyl and chain link). Cracks and potholes in the back parking lot will be repaired and sealed by Angus Asphalt for \$8,650. The ADA work at Freedom House will be done summer 2025 with the project in permitting now and bids are being generated. The turf and stair project was completed over Christmas break. Carpet work completed over Christmas break. Cloud based phone system infrastructure work scheduled for the end of June and installation in July. Solar is being explored for this campus.

Primary Academy: We are pricing repairs to the playground structure now that we have executed the 5 year lease.

Liberty Academy: A meeting with RWE representatives and LFCS parents and staff was held on 12.10.24 at 6:00pm at 698 W Main. Construction of RWE's project continues at 203 N Johnson Ave. Playground and turf replacement planned for summer 2025. Cloud based phone system infrastructure updates scheduled for late June and installation in July. Solar is being explored for this campus.

### **D. Legal Issues**

Steve Robinson, CBO, shared that the Surety bond is cancelled and should be returned to us in January 2025.

## **IV. Governance**

### **A. Governance Committee Report**

Katina Evans shared she will have more information in February 2025

### **B.**

**Finance Committee Report**

None

**C. Facilities Committee Report**

None

**V. Closed Session**

**A. Enter Closed Session**

None

**B. Adjourn Closed Session**

**VI. Closing Items**

**A. Adjourn Meeting**

J. Lewis made a motion to Adjourn Regular Board Meeting for January 15th 2025.

P. Schreiber seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:54 PM.

Respectfully Submitted,

L. Amorteguy